



State Water Project Contract Amendment for Delta Conveyance

Meeting #1 Agenda
July 24, 2019
10:00 am – TBD based on progress
DoubleTree by Hilton Hotel
2001 Point W Way
Sacramento, CA

Phone Line: 719-359-4032
Access Code: 474346#

Webinar: <http://kearnswest.adobeconnect.com/deltaconveyance/>

Documents can be found at: <https://cadwr.box.com/s/irusyewojv4nwzmxzfzngzhmgli9sswcw>
Public comments can be submitted to: Brian.Heiland@water.ca.gov
For more information: <https://water.ca.gov/Programs/State-Water-Project/Management/Delta-Conveyance-Amendment>

Agenda

Meeting Objectives

- Confirm Objectives for Negotiation Process
- Establish Scope of Negotiation
- Discuss Cost Allocation
- Determine Next Steps

- I. Welcome/Introductions
- II. Meeting Overview
 - a. Meeting Process and Ground Rules
 - b. Structure and Format
 - c. Agenda Review
- III. Confirm Objectives
- IV. Establish Scope of Negotiation

Note:

- i. Any party can call a caucus at any time.
- ii. Meetings will end at 3:00pm, or when business is completed, or by mutual agreement.
- iii. Public comment period will occur at the end of every negotiation meeting.

LUNCH (not provided)

V. Discuss Cost Allocation

VI. Next Steps

a. Future Agenda Topics, Proposed Schedule, Determine Technical Meeting Needs

b. Review Actions, Agenda Topics for Next Meeting

VII. Public Comment

a. The comment period is designed for input and not for exchanges with the negotiators, therefore the negotiators will listen to comments without responding.

b. Please focus comments on the topics covered in today's negotiation session.

c. Members of the public present in person and interested in speaking will have 3 minutes or less depending on the number of people wanting to provide public comment. The time available for each speaker will be determined at the beginning of the public comment period.

VIII. Adjourn

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Ground Rules for DWR and SWP Contractor Participants

1. Help the group accomplish the meeting objectives
 - a. Focus on interests rather than positions; be flexible about solutions and take into account the interests of the group as a whole.
 - b. Abide by the “no surprises” rule: Raise interests/concerns early to promote effective problem solving.
 - c. Understand and support the consensus decision-making process:
 - i. Support what you can – from strong support to “I can live with it.”
 - ii. If you disagree with a proposal or a consensus decision, explain what would be necessary to get your support and/or offer an alternative.
 - d. Respect agreements about designated representatives.
 - e. Ensure that the negotiation sessions are solely focused on the Contract Amendment for Delta Conveyance; other funding sources for the Delta Conveyance project by other entities will not be addressed; the environmental review and final decision on the Delta Conveyance project will not be addressed through this process.
2. Follow common discussion guidelines
 - a. Use name card tents to indicate you’d like to speak:
 - i. Stand card on end to get into the queue
 - ii. Wave card to speak out of queue to make a directly related point
 - b. Respect the agenda: stay on topic and on time by being concise and not repeating information unless necessary for understanding.
 - c. Actively listen; make learning and understanding a priority.
 - d. Let speakers finish their thoughts.
 - e. Avoid side discussions and hold phone conversations until breaks.
3. Be comfortable and make it comfortable for others
 - a. Notify the facilitator if breaks are needed, or if there are other special meeting management requests.
 - b. Use respectful language.
 - c. Be hard on problems, easy on people.
 - d. Insert humor, but not at someone else’s expense.

Ground Rules for Observers and Commenters

1. You are welcome to observe and comment. Here’s how:
 - a. Observers are free to attend and listen during negotiation sessions and to comment during the designated comment period.

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- iii. Public comment period will occur at the end of every negotiation meeting.

- b. Sign up on the Public Comment Sign-up Sheet to speak during the designated comment period at the end of each negotiation session.
 - c. Comments: The comment period will be 30 minutes. Times for each speaker will be no more than 3 minutes each, or less depending on the number of people wanting to provide public comment (number of people wanting to comment will be divided by the 30 minutes available). Members of the public calling in and attending in person will be able to provide written comments, but those calling in cannot provide oral comments. Oral comments are not recorded in any meeting record.
 - d. The comment period is designed for input and not for exchanges with the negotiators. As a general rule, the negotiators will listen to comments without responding.
 - e. Be concise, avoid repeating comments made by other commenters, and focus on the topics covered in that day's negotiation session.
 - f. The public is welcome to submit written comments to DWR within seven days of a negotiation session so they can be considered prior to subsequent sessions. Written comments should be submitted via email to Brian.Heiland@water.ca.gov. Written comments from the public will be posted on the Contract Amendment for Delta Conveyance document web page (<https://cadwr.box.com/s/irusyewojv4nwzmxzfzngzhmgli9sswcw>).
 - g. DWR will not provide written responses to public comments during the negotiations. Public input during the environmental review process will be addressed, as required.
2. Audio and/or video recording is discouraged. Any recording (audio, video, or court reporting) should be disclosed at the beginning of the meeting.

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